Chapter 4

FILE MAINTENANCE

(AFLC forms and publications referred to this chapter are for AFLC use only and are not available for general Air Force use.)

4.1. General. File maintenance is the method of adding, changing, or deleting items and/or management type information on special support stock control and distribution (SC&D) system (D034A) computer records. This chapter provides detailed instructions for the preparation of AF Form 1530, "Punch Card Transcript." The AF Form 1530 will be used as a source document for keypunching the AF Form 1500, "ADP General Purpose Card," which will be used as an input card for all file maintenance.

4.2. File Maintenance Initiation. File maintenance changes are initiated by the organization that is functionally responsible for the elements of data to be entered or corrected on the master records in the special support SC&D system. It will be the responsibility of the local activity to assign specific areas of responsibility, dependent upon functional assignments. AF Forms 1530 will be forwarded to the materiel support branch for verification and to the administrative support branch for keypunching. All file maintenance actions may be initiated on a daily basis.

4.3. Add Incomplete Data To Master Record (Prime Items) (1R).

4.3.1. This transaction will be used to add elements of management data to incomplete main balance master records. This file maintenance transaction will always be initiated in conjunction with a master record creation (paragraph 12) or upon receipt of noncontrolled exception "Y9Q."

4.3.2. Elements of data required for this transaction are as follows:

Element of Data	Card Cols	Description of Data
Document identifier	1-2	Enter "ZF."
Blank	3	Leave blank.
Routing identifier	4-6	Enter routing identifier.
Blank	7	Leave blank.
Stock number	8-22	Enter stock number. Do not include DODIC.
Manager review code	23	1. Enter "M" to assign manager review code to an unclassified item.
		2. Enter "C" on all classified items.
		3. Enter "L" if all incoming requisitions process with "B4" back order code.

		4. Leave blank if item is unclassified and is not to be coded for manager review.
Support equipment (SE) code	24	Enter "P" if the item is SE or leave blank.
Controlled mission equipment (CME) code	25	Enter "G" if the item is CME or leave blank.
War reserve materiel (WRM)	26	Enter "W" if item is to be coded WRM or leave blank.
Blank	27-28	Leave blank.
Depot overhaul/insurance code	29	1. Enter "3" if the item is to be issued only for use in depot overhaul.
		2. Enter "I" if the item is an insurance item.
		3. Leave blank if neither apply.
Blank	30-32	Leave blank.
Prime sites	33-44	Enter routing identifier of prime storage sites.
1st sites	33-35	Enter routing identifier of first site. Never leave blank. If "FGB" is a site, it must be entered in 1st site position.
2nd sites	36-38	Enter routing identifier of 2nd site or leave blank.
3rd sites	39-41	Enter routing identifier of third site or leave blank.
4th sites	42-44	Enter routing identifier of fourth site or leave blank.
Blank	45-53	Leave blank.
Control level	54-60	Enter control level prefixed with zeros. Enter zeros for D023B and D039 items.
Support level	61-67	Enter support level or the maximum release quantity if the item is a D023B item. Enter zeros for D039 items. Never leave blank.
Blank	68	Leave blank.
Manager designator code (MDC)	69-70	Enter 2-digit MDC. Never leave blank.
Action code	71-72	Enter "1R."
Blank	73-78	Leave blank.

Item control code	79	1. Enter "B" if the item is subject to D023A reporting and utilizes standard requirements computation systems (D041 or D062).
		2. Enter "C" if the item is subject to D023A reporting and utilizes other than the D041 or D062 requirements computation system.
		3. Enter "D" if the item is not subject to D023A reporting and utilizes other than the D041 or D062 requirements computation system.
		4. Leave blank if none of these codes apply.
Blank	80	Leave blank.

4.4. Add Incomplete Data To Master Record (Nonprime Items) (1R).

4.4.1. This transaction will be used to add elements of management data to incomplete main balance master records. This file maintenance transaction will always be initiated in conjunction with a master record creation Paragraph 12), or upon receipt of class notification "Y9Q" master record requires additional data.

4.4.2. Elements of data required for this transaction are as follows:

Element of Data	Card Cols	Description of Data
Document identifier	1-2	Enter "ZF."
Blank	3	Blank.
Routing identifier	4-6	Enter the routing identifier of the system manager (SM).
Blank	7	Leave blank.
Stock number	8-22	Enter the S/N.
Manager review code	23	1. Enter "M" to assign manager review code to an unclassified item.
		2. Enter "C" if the item is classified.
		3. Enter "L" if all incoming requisitions process with "B4" back order code.
		4. Leave blank if item is unclassified and is not coded for manager review.
Support equipment (SE) code	24	Enter "P" if the item is SE or leave blank.
CME code	25	Enter "G" if the item is CME or leave blank.
War reserve materiel	26	Enter "W" if the item is WRM or leave blank.

(WRM) code		
System designator code (SDC)	27-28	Enter the SDC.
Depot overhaul/insurance item code	29	1. Enter "3" if the item is to be issued only for use in depot overhaul.
		2. Enter "I" if item is an insurance item.
		3. Leave blank if neither applies.
Do not substitute code	30	Enter "D" or leave blank. Refer to para 25 prior to assigning this code.
Do not reorder code	31	Enter "N" if stock replenishment requisitions are never to be generated by the computer; otherwise leave blank.
Do not refer code	32	Enter "N" if requisitions are never to be referred; otherwise leave blank. Assignment of this code should be held to the absolute minimum.
Prime sites and percent stockage	33-52	These columns will be used to establish storage sites and the percentage of the requisitioning objective maintained in each site. The requisitioning objective will not be shown by site in master record print outs; however, the computer will utilize these percentage factors in determining the supplementary address to be used in computer generated replenishment requisitions.
1st site	33-35	Enter the routing identifier of the 1st site. If this is the only site to be stocked, leave cols 36-44 blank. If "FGB" is a site, it must be entered in 1st site position.
2nd site	36-38	Enter the routing identifier of the 2nd site or leave blank.
3rd site	39-41	Enter the routing identifier of the 3rd site or leave blank.
4th site	42-44	Enter the routing identifier of the 4th site or leave blank.
1st site percentage	45-46	Enter the percentage of the requisitioning objective to be stocked in the 1st site. If this is the only site to be stocked, enter "99" and leave cols 47-52 blank.

Element of Data	Card Cols	Description of Data
2nd site percentage	47-48	Enter the percentage of the requisitioning objective to be stocked in the 2nd site.
3rd site percentage	49-50	Enter the percentage of the requisitioning objective to be stocked in the 3rd site.
4th site percentage	51-52	Enter the percentage of the requisitioning objective to be stocked in the 4th site.
Blank	53	Leave blank.
Requisitioning objective or control level	54-60	Enter the requisitioning objective or control level prefixed with zeros. Never leave blank.
Additive level or support level	61-68	Enter additive level, prefixed with zeros, never leave blank.
MDC	69-70	Enter the 2-digit alphanumeric designator of the manager responsible for the item.
Action code	71-72	Enter "1R."
Blank	73-80	Leave blank.

4.5. Ammunition Item Control Code (Add/Change/Delete) (Prime) (2F).

4.5.1. This file maintenance transaction is applicable to munitions items only and will not be initiated by SMs or WSCP.

4.5.2. This transaction is used to add, change, or delete the ammunition item control code. Elements of data required for this transaction are as follows:

Element of Data	Card Cols	Description of Data
Document identifier	1-2	Enter "ZF."
Blank	3	Leave blank.
Routing identifier	4-6	Enter "FG5."
Blank	7	Leave blank.
Stock number (S/N)	8-22	Enter the S/N to which the ammunition item control code is being added, changed or deleted.
Blank	23-40	Leave blank.
Ammunition item code	41	1. Enter "B" if item is subject to D023A reporting and utilizes standard requirements computation systems (D041 or D062).
		2. Enter "C" if the item is subject to D023A reporting and utilizes other the D041 or D062

		requirements computation.
		3. Enter "D" if the item is not subject to D023A reporting and utilizes other than D041 or D062 requirements computation system.
		4. Leave blank if code is being deleted.
Blank	42-66	Leave blank.
SDC	67-68	Enter the applicable SDC.
MDC	69-70	Enter the applicable MDC.
Action code	71-72	Enter "2F."
Blank	73	Leave blank.
Originating activity	74-80	Enter the office symbol of the originator. Begin in col 74 and fill to the right.

4.6. Authorized Requisitions Stock Record Account Number (Add/Change/Delete) (20).

4.6.1. The special support SC&D system edits each requisition to determine whether the requisitioner is authorized to requisition from the SM/weapon system control point (WSCP) for support. This edit is accomplished by comparing the stock record account number (SRAN) of the requisitioner to the table of authorized requisitioners contained in the computer program.

4.6.2. The table of authorized requisitioners will be up-dated mechanically by the D124 system each week. A listing of additions, changes and deletions will be output to the MMMR component. These changes will remain in the system for one week. If the SRAN is to be used by an SDC, the following file maintenance transaction must be input to record the SDC as a user of the SRAN. When this transaction is being used to update the D034A table, an entry need not be present on a change or delete action, for the stock balance and consumption report (SB&CR) code, geographical location code, command code and capitalized activity code, unless there is a change in the code. Codes may be obtained from the DODAAD system (D124). All fields must be filled on all add action transactions. Data that does not match the D124 record will be rejected as invalid file maintenance. Elements of data required to accomplish this file maintenance are as follows:

Note: This file maintenance should be controlled by MMMR.

Element of Data	Card Cols	Description of Data
Document identifier	1-2	Enter "ZF."
Blank	3	Leave blank.
Routing identifier	4-6	Enter the 3-digit SM routing identifier code as listed in vol 1, part 4, chap 1, atch 3.
Blank	7-29	Leave blank.
SRAN	30-35	Enter the 6-digit SRAN.
Action	36	Enter "A" to add record, "C" to change data

		within a record, "D" to delete record.
Blank	37-50	Leave blank.
SDC	51-52	Enter the SDC from which the SRAN is authorized to requisition.
SB&CR code	53	Enter the SB&CR code "R" if the SRAN is n SB&CR reporting activity, or "N" if a nonreporting activity.
Geographical location	54	Enter the geographical location code applicable to the SRAN. See chap 13, atch 30.
Command	55-56	Enter the command code applicable to the SRAN. See chap 13, atch 14.
Capitalized indicator	57	Enter "Y" if the SRAN is for a stock fund capitalized activity, or "N" for a noncapitalized activity. See DODAAD 124H listing (microfiche).
Blank	58-66	Leave blank
SDC	67-88	Enter the applicable SDC.
MDC	69-70	Enter the applicable MDC.
Action code	71-72	Enter "2G."
Blank	73	Leave blank.
Originating activity	74-80	Enter the office symbol of the originator. Begin in col 74 and fill to the right.

4.7. Back Order Cancellation By Air Force Stock Record (Account Number, Project Code (Prime/Nonprime Items).

4.7.1. This transaction will be used to cancel all back orders for a specified SRAN, or project in the computer document control record. Elements of data required are as follows:

Element of Data	Card Cols	Description of Data
Document identifier	1-2	Enter "ZF."
Blank	3	Leave blank.
Routing identifier	4-6	Enter 3-digit SM routing identifier code as listed in vol 1, part 4, chap 1, atch 3.
Blank	7-29	Leave blank.
Miscellaneou s	30-59	1. For SRAN cancellation, enter the AF SRAN in cols 30-35.
		2. For project code cancellations, enter (cols 57-

		59) the applicable project code.
		Note: A separate transaction must always be prepared for each type of cancellation.
Blank	60-66	Leave blank.
SDC	67-68	Enter the applicable SDC.
MDC	69-70	Enter the applicable MDC.
Action code	71-72	Enter "1C."
Blank	73	Leave blank.
Originating activity	74-80	Enter the office symbol of the originator. Begin in col 74 and fill to the right.

4.8. Controlled Mission Equipment Item Code Add/Delete (Prime/Non-Prime Items) (3B).

4.8.1. The controlled mission equipment (CME) item code is utilized in the master record to identify CME. When this code is added or deleted on any item in an interchangeability and substitution (I&S) group, the computer will automatically add or delete the code on all items in the entire group. Elements of data required for this transaction are as follows:

Element of Data	Card Cols	Description of Data
Document identifier	1-2	Enter "ZF."
Blank	3	Leave blank.
Routing identifier	4-6	Enter 3-digit SM routing identifier code as listed in vol 1, part 4, chap 1, atch 3.
Blank	7	Leave blank.
Stock number	8-22	Enter the S/N for which the code is being added or deleted.
Blank	23-40	Leave blank.
CME item code	41	Enter "G" if code is being added. Leave blank if code is being deleted.
Blank	42-66	Leave blank.
SDC	67-68	Enter the applicable SDC.
MDC	69-70	Enter the applicable MDC.
Action code	71-72	Enter "3B."
Blank	73	Leave blank.
Originating activity	74-80	Enter the office symbol of the originator. Begin in col 74 and fill to the right.

4.9. Controlled Item Code (Prime) (2J).

4.9.1. This transaction will be used to add or delete an identification to the D034A main balance master record for controlled ammunition items. The code will be used to isolate all positive supply actions for controlled ammunition items, and provide mechanized data from D034A for use as feeder data in Joint Chief of Staff, Special Assistant for Strategic Mobility reporting.

4.9.2. Elements of data required for this transaction are as follows:

Element of Data	Card Cols	Description of Data
Document identifier	1-2	Enter "ZF."
Blank	3	Leave blank.
Routing identifier	4-6	Enter "FG5."
Blank	7	Leave blank.
Stock number	8-22	Enter the S/N for which the code is being added or deleted.
Blank	23-40	Leave blank.
Controlled item code	41	Enter "J" if code is being added. Leave this col blank if code is being deleted.
Blank	42-66	Leave blank.
SDC	67-68	Enter the applicable SDC.
MDC	69-70	Enter the applicable MDC.
Action code	71-72	Enter "2J."
Blank	73	Leave blank.
Originating activity	74-80	Enter the office symbol of the originator. Begin in col 74 and fill to the right.

4.10. Depot Overhaul/Insurance Code Add/Delete (Prime/Non-Prime Items) (3D).

4.10.1. This code will be utilized in the master record to identify items used as depot overhaul only or items classified as insurance. Elements of data required for this transaction are as follows:

Element of Data	Card Cols	Description of Data
Document identifier	1-2	Enter "ZF."
Blank	3	Leave blank.
Routing identifier	4-6	Enter the 3-digit SM routing identifier code as listed in vol 1, part 4, chap 1, atch 3.
Blank	7	Leave blank.
Stock number	8-22	Enter the S/N for which the code is being added or deleted.
Blank	23-40	Leave blank.

Depot overhaul/insurance code	41	Enter a "3" if code is being added to a depot overhaul only item. Enter an alpha "I" id code is being added to an insurance item. Leave blank if code is being deleted.
Blank	42-66	Leave blank.
SDC	67-68	Enter the applicable SDC.
MDC	69-70	Enter the applicable MDC.
Action code	71-72	Enter "3D."
Blank	73	Leave blank.
Originating activity	74-80	Enter the office symbol of the originator. Begin in col 74 and fill to the right.

4.11. Do Not Reorder Code Add/Delete (Non-Prime Items) (3M).

4.11.1. Establishment of this code in the master record will prevent the computer from preparing a site replenishment requisition to the prime IM. When this code is added or deleted on any item in an I&S group, the computer will automatically add or delete the code on all items in the entire group. Elements of data required for this transaction are as follows:

Element of Data	Card Cols	Description of Data
Document identifier	1-2	Enter "ZF."
Blank	3	Leave blank.
Routing identifier	4-6	Enter the 3-digit SM routing identifier code as listed in vol 1, part 4, atch 3.
Blank	7	Leave blank.
Stock number	8-22	Enter the S/N for which the code is being added or deleted.
Blank	23-40	Leave blank.
Do not reorder code	41	Enter a "N" if code is being added. Leave this column blank if code is being deleted.
Blank	42-66	Leave blank.
SDC	67-68	Enter the applicable SDC.
MDC	69-70	Enter the applicable MDC.
Action code	71-72	Enter "3M."
Blank	73	Leave blank.
Originating activity	74-80	Enter the office symbol of the originator. Begin in col 74 and fill to the right.

4.12. Do Not Refer Code Add/Delete (Nonprime Items) (3N).

4.12.1. Establishment of this code on the master record will prevent the computer from issuing a referral order to the prime item manager (IM), and requisitions will result in a controlled exception if a referral order were the normal action to be taken by the computer. When this code is added or deleted on any item in a I&S group, the computer will automatically add or delete the code on all items in the entire group. Elements of data required for this transaction are as follows:

Element of Data	Card Cols	Description of Data
Document identifier	1-2	Enter "ZF."
Blank	3	Leave blank.
Routing identifier	4-6	Enter the 3-digit SM routing identifier code as listed in vol 1, part 4, atch 3.
Blank	7	Leave blank.
Stock number	8-22	Enter the S/N for which the code is being added or deleted.
Blank	23-40	Leave blank.
Do not reorder code	41	Enter a "N" if code is being added. Leave this column blank if code is being deleted.
Blank	42-66	Leave blank.
SDC	67-68	Enter the applicable SDC.
MDC	69-70	Enter the applicable MDC.
Action code	71-72	Enter "3N."
Blank	73	Leave blank.
Originating activity	74-80	Enter the office symbol of the originator. Begin in col 74 and fill to the right.

4.13. Do Not Substitute Code Add/Delete (Prime/Non-Prime) (3L).

4.13.1. The establishment of this code on the master record will prevent other services/agencies from supplying items to AF users which the Air Force does not consider as valid substitutes. It will be established on the master record only when the SM becomes aware of an actual case of unauthorized substitution. It can-not be established on items managed by AF IMs nor on any item that is part of an I&S group. The presence of this code on the master record will result in the assignment of advice code "2B" to columns 65-66 of stock replenishment requisitions and/or referral orders being passed to other services/agencies. Elements of data required for this transaction are as follows:

Element of Data	Card Cols	Description of Data
Document identifier	1-2	Enter "ZF."
Blank	3	Leave blank.

Routing identifier	4-6	Enter the 3-digit SM routing identifier code as listed in vol 1, part 4, chap 1, atch 3.
Blank	7	Leave blank.
Stock number	8-22	Enter the appropriate S/N.
Blank	23-40	Leave blank.
Do not substitute code	41	Enter D if the code is being added, leave blank if code is being deleted.
Blank	42-66	Leave blank.
SDC	67-68	Enter the applicable SDC.
MDC	69-70	Enter the applicable MDC.
Action code	71-72	Enter "3L."
Blank	73	Leave blank.
Originating activity	74-80	Enter the office symbol of the originator. Begin in col 74 and fill to the right.

4.14. Document Control Cancellation (Prime/Non-Prime Items) ("1TE"/"1TC"/"1TF").

4.14.1. This transaction will be used to cancel controlled exceptions ("1TE") or "HJ" sequence retainer variable ("1TF") from the computer document control file, or to cancel an entire record in the document control file ("1TC"). "1TC" transactions must be approved by a D034A monitor and input is controlled by data automation. Cancellation of exceptions and document control records by initiation of this file maintenance transaction should be held to an absolute minimum.

Element of Data	Card Cols	Description of Data
Document identifier	1-2	Enter "ZF."
Blank	3	Leave blank.
Routing identifier	4-6	Enter the 3-digit SM routing identifier code as listed in vol 1, part 4, chap 1, atch 3.
Blank	7-24	Leave blank.
Quantity	25-29	1. Enter the quantity to be canceled as a controlled exception of "HJ" retainer variable on "1TE" and "1TF" cancellations. Quantity must equal the quantity of the controlled exception or "HJ" retainer variable maintained in document control in order to effect total cancellation.
		2. Leave blank if "1TC" cancellation.
Document number	30-44	Enter the document number of the exception "HJ" retainer variable or record being canceled. "1TC" on a debit document should be input on exception

		document number.
Blank	45-66	Leave blank.
SDC	67-68	Enter the applicable SDC.
MDC	69-70	Enter the applicable MDC.
Action code	71-73	Enter "1TC" if the entire record is being canceled from document control. Enter "1TE" if a controlled exception only is being canceled from document control. Enter "1TF" if an "HJ" retainer variable only is being canceled from document control.
Organization code	74-80	Enter the office symbol of the originator. Begin in col 74 and fill to the right.

4.15. Levels/Prime Site And Percentage Update (Prime Items/Non-Prime) (25).

4.15.1. This transaction is used to add or change the control level and support level on an overlay basis, therefore, all level fields must be entered on all changes. If no level is desired, leave the field blank. If zero level is desired, enter zeros. When level changes are submitted on an I&S subgroup master, the computer will change all items in the subgroup to reflect the new level. However, for processing purposes, the computer considers the level as a dummy for all items except the subgroup master.

4.15.2. This transaction will also be used to add or change prime site routing identifier. These sites will be maintained by bachelor or I&S groups' master number. A change to any item in the I&S group will result in a change to the I&S group master.

4.15.3. Elements of data required for this transaction are as follows:

Element of Data	Card Cols	Description of Data
Document identifier	1-2	Enter "ZF."
Blank	3	Leave blank.
Routing identifier	4-6	Enter appropriate routing identifier.
Blank	7	Leave blank.
Stock number	8-22	Enter stock number.
Blank	23-28	Leave blank.
Credit indicator	29	Enter credit indicator "A" for reimbursable items of "D" for non-reimbursable, never leave blank.
Blank	30-32	Leave blank.
Total lead time	33-34	Enter total lead time.
Blank	35	Leave blank.
Prime site	36-47	Enter the routing identifier of at least one prime

		site.
Total lead time	33-34	Enter total lead time.
Blank	35	Leave blank.
Prime site	36-47	Enter the routing identifier of at least one prime site.
Stockage (non-prime)		
1st site	36-38	Enter the routing identifier of the 1st storage site, never leave blank.
2nd site	39-41	Enter the routing identifier of the 2nd storage site, or leave blank.
3rd site	42-44	Enter the routing identifier of the 3rd storage site, or leave blank.
4th site	45-47	Enter the routing identifier of the 4th storage site, or leave blank.
Control level	48-54	Enter the control level (prime), or requisitioning objective (non-prime)
Support level	55-61	Enter the support level (prime). Additive level (non-prime).
Blank	62-66	Leave blank.
SDC	67-68	Enter the appropriate SDC.
MDC	69-70	Enter the appropriate MDC.
Action code	71-72	Enter "2S."
Prime site percent	73-80	Enter the percentage of the requisitioning objective that is to be stocked in each prime site.
1st site percentage	73-74	Enter percentage. If this is the only site to be stocked enter 99. Never leave blank.
2nd site percentage	75-76	Enter percentage or leave blank.
3rd site percentage	77-78	Enter percentage or leave blank.
4th site percentage	79-80	Enter percentage or leave blank.

Note 1: Credit indicator applied to prime items only.

Note 2: Site percentage apply to non-prime items only.

4.16. Manager Designator Code Change (Prime/Non-Prime Items) (ZAB).

4.16.1. This transaction will be used to add or change MDC on stock numbers on the master record.

When this transaction is initiated on any stock number in an I&S group, the manager designator will be changed on all items in the group. AF Form 1530 will be used for this transaction.

4.16.2. Elements of data for follows:

Element of Data	Card Cols	Description of Data
Document identifier	1-3	Enter "ZAB."
Routing identifier	4-6	Enter the 3-digit SM routing identifier code as listed in vol 1, part 4, chap 1, atch 3.
Type action	7	Enter "C" change code.
Blank	8-13	Leave blank.
Stock number	14-28	MILSTRIP stock number.
Blank	29	Leave blank.
Manager designator code	30-32	Enter MDC (division designator in col 30).
Blank	33	Leave blank.
Equipment specialist code (current)	34-35	Enter code.
Blank	36-39	Leave blank.
Manager designator code (new)	40-42	Enter new MDC (division designator in col 40).
Blank	36-39	Leave blank.
Manager designator code (new)	40-42	Enter new MDC (division designator in col 40).
Blank	43	Leave blank.
Manager designator code (new)	40-42	Enter new MDC (division designator in col 40).
Blank	43	Leave blank.
Equipment specialist code (new)	44-45	Enter new equipment specialist code.
Blank	46-48	Leave blank.
Transaction date	49-52	Julian date form was prepared.
Blank	53-69	Blank.
Unit price (includes price modifier in col 70) used on local	70-77	Vol 1, part 1, chap 22 contains construction of unit price and definition of modifier codes.

purchase/local manufacture (LP/LM) items only		
Blank	78-80	Leave blank.

4.17. Manager Review Item Code Add/Delete (Prime/Non-Prime) (2A).

4.17.1. The manager review item code can be established in the master record to identify classified items and/or to allow manager approval of certain supply actions as prescribed in chapter 2. When this code is added or deleted on any item in an I&S group, the computer will automatically add or delete the code on all items in the entire group.

4.17.2.   The assignment of manager review codes should be held to a minimum. When the number of consumption items coded for manager review exceeds five percent in any federal supply class (FSC) (excluding classified, insurance, and replacement items), the TM will submit justification to the director of materiel management. The following types of items should always be coded for manager reviews:

4.17.2.1.   Classified items.

4.17.2.2. Replacement items.

4.17.2.3. Critical items (restricted to those items selected for reporting as outlined in volume 1, part 1, chapter 10, section 10G).

4.17.2.4. Time compliance technical order kits.

4.17.2.5. Item used only in depot overhaul.

4.17.2.6. Sensitive item.

4.17.2.7. Items having limited application (includes items applicable only to specific weapon configuration and items being replaced incrementally by a superseding item).

4.17.3. Non-prime items need not be coded manager review since all shipments must be manager directed.

4.17.4. Elements of data required to add or delete the manager review item code are as follows:

Element of Data	Card Cols	Description of Data
Document identifier	1-2	Enter "ZF."
Blank	3	Leave blank.
Routing identifier	4-6	Enter the 3-digit SM routing identifier code as listed in vol 1, part 4, chap 1, atch 3.
Blank	7	Leave blank.
Stock number	8-22	Enter S/N to which the manager review item code is to be added or deleted.
Blank	23-40	Leave blank.
Add or delete code ("L," "M," "C," or	41	Enter one of the following: "L"-Non-prime-All requisitions will automatically back order. "M" -

blank)		To add the manager review item code to a nonclassified item. "C"-To add the manager review item code to a classified item. Note: This code will identify a classified item and will also cause the item to be manager review item coded. Blank-To delete the manager review code. An item which contains a "DOH"/"INS" code cannot be deleted. System automatically recodes with manager review code "M."
Blank	42-66	Leave blank.
System designator code (SDC)	67-68	Enter the applicable SDC.
Manager designator code (MDC)	69-70	Enter the applicable MDC.
Action code	71-72	Enter "2A."
Blank	73	Leave blank.
Originating activity	74-80	Enter the office symbol of the originator. Begin in col 74 and fill to the right.

4.18. Master Record Deletion (Prime/Nonprime) (3K).

4.18.1. This transaction will be initiated when NSNs are to be removed from the special support SC&D main balance master. It applies to all system applications with the exception of AF supply directives (AFSDs). Refer to chapter 18 for instructions to delete AFSD records. The following actions will be taken by the computer upon processing this file maintenance action:

4.18.1.1. When delete code "R" is entered in column 41, the record will be deleted during the same processing cycle providing it meets the delete criteria. All balance fields, that is on-hand, due-in or due-out, must be zero. If the balances are not zero, the delete code will be retained in the master record and a notice will be output to the IM on the non-deleted masters report, A-D034A-KA2-W2TKA. As soon as all balances are zeroed, the item will be deleted from the record.

4.18.1.2. Delete Code "T" is applicable to nonprime applications only. When "T" is entered in column 42, the master record will be changed as follows:

4.18.1.2.1. The date established field in the main balance master will be changed to the date the file maintenance transaction is processed.

4.18.1.2.2. The main balance master will be coded "do not reorder"

4.18.1.2.3. The requisitioning objective will be zeroed.

4.18.2. To delete an I&S group, the file maintenance transaction must be processed against the master national stock number NSN). All items in the group will be deleted providing all balances are zero. Catalog action is necessary to remove or delete individual items from the I&S group.

4.18.3. This transaction also deletes the D034A SDC as user in AFRAMS when the record is deleted from a D034A.

4.18.4. Elements of data required to accomplish delete action are as follows:

Element of Data	Card Cols	Description of Data
Document Identifier	1-2	Enter "ZF."
Blank	3	Leave blank.
Routing identifier	4-6	Enter the 3-digit SM routing identifier code as listed in vol 1, part 4, chap 1, atch 3.
Blank	7	Leave blank.
Stock number	8-22	Enter S/N to be deleted.
Blank	23-40	Leave blank.
Delete code	41	Enter "R" if the item is to be deleted from the master record. Otherwise leave blank.
Delete code	42	Enter "T" if the main balance master is to be retained for reference purposes only.
Blank	43-66	Leave blank.
SDC	67-68	Enter the applicable SDC.
MDC	69-70	Enter the applicable MDC.
Action code	71-72	Enter "3K."
Blank	73	Leave blank.
Originating activity	74-80	Enter the office symbol of the originator. Begin in col 74 and fill to the right.

4.18.5. This transaction can also be used to remove/change delete code "T." If "T" is to be changed to "R," enter "R" in column 41 and leave column 42 blank.

4.19. Mass Cancellation (1CA).

4.19.1. This transaction is applicable to prime, non-prime aggregating and non-prime, non-aggregating accounts. It may be used to cancel all open shipments and open referral/passing orders by SRAN, contract control number or project code. Upon receipt of this transaction in the D034A system, D034A will generate the appropriate cancellation to the source of supply.

4.19.2. Elements of data required for mass cancellation are as follows:

Element of Data	Card Cols	Description of Data
Document identifier	1-2	Enter "ZF."
Blank	3	Blank
Routing identifier	4-6	Enter appropriate routing identifier.
Blank	7-29	Leave blank.

SRAN	30-35	If cancellation is by SRAN, enter the SRAN, otherwise leave blank.
Contract control number (GFM accounts only)	45-52	If cancellation is by contractor control number, enter the applicable number, otherwise leave blank.
Blank	53-56	Leave blank.
Project code	57-59	If cancellation is by project code, enter project code, otherwise leave blank.
Blank	60-66	Leave blank.
System designator code	67-68	Enter applicable SDC.
Manager designator code	69-70	Enter applicable MDC.
Action code	71-73	Enter "1CA."
Originating activity	74-80	Enter the office symbol of the originator. Begin in col 74 and fill to the right.

4.20. Master Record Creation (Prime Or Nonprime Items) - D/I ZAA).

4.20.1. This transaction may be used to establish items on the main balance master record. In conjunction with this transaction it may be necessary to initiate file maintenance to add incomplete data to the master record as outlined in paragraphs 14 or 15. That action is taken mechanically on selected SDCs. When manual action is required the system will produce a "Y9Q" class notification.

4.20.2. File maintenance to build master record "ZAA," used to establish master record should be matched against D143B record and any element of data in the D143B "ZFA" record which does not match should be overlaid into the D034A master record.

4.20.3. Elements of data required for this transaction are as follows:

Element of Data	Card Cols	Description of Data
Document identifier	1-3	Enter "ZAA."
Routing identifier	4-6	Enter routing identifier for prime SDCs, such as FG5. Non-prime SDCs, enter "F," col 4 and SDC, cols 5-6; such as, "F88."
Manager designator code.	atch 7D9	Enter 3-digit MDC.
Equipment specialist code	10-11	Enter 2-digit equipment specialist code. If equipment specialist code has not been assigned, use pseudo code "XX."
Critical item code	12	Enter "C" if item is critical; "M" - management

		attention required; otherwise, leave blank.
Service code	13	Enter "F."
Stock number	14-28	Enter S/N. Do not include DODIC.
IM code	29-30	Enter IM cataloging code, such as, "SU=00-ALC."
Source of supply	31-33	Vol 1, part 1, chap 7, atch 7D6 for valid source of supply modifier codes.
Date	34-37	Enter current Julian date
Phrase code	38	Leave blank.
Requisitioning objective	39-45	D034-Numeric only, prefix with zeros.
Unit cost decimal indicator	46	Enter "0" whole dollars no cents. Enter "6" dollars no cents over 7 digits. Enter "2" dollars and cents.
Unit cost	47-53	Enter unit cost in dollars and cents (cents in cols 52-53).
Blank	54-55	Leave blank.
Demilitarization code	56	Enter A-H, J-M. See vol 6, chap 7, atch 2 for codes and definitions.
Shelf life code	57	Enter shelf life code. See chap 13, atch 28.
Security code	58	Enter security code. See chap 13, atch 27.
Unit of issue	59-60	Enter unit of issue. See vol 1, part 4, chap 1, atch 6.
Conversion factor	61-65	Enter zeros.
Blank	66	Leave blank.
Expendability, recoverable, repairable, category (ERRC) code	67	Enter ERRC. See chap 13, atch 9.
Procurement source code.	68	Enter PSC. See vol 1, part 4, chap 1, atch 41.
Fund code	69-70	Enter fund code. See vol 1, part 4, chap 1, atch 53.
Precious metals indicator code	71	See DOD 4100.39M, vol 10, chap 4, table 160 for codes & definitions code, or leave blank.

Acquisition advice code (AAC)	72	Enter AAC. See vol 1, part 1, chap 7, atch 7D5.
Old unit of issue	73-74	Enter old unit of issue.
Old ERRC code	75	Enter old ERRC code.
Blank	76	Leave blank.
Quantity unit pack (QUP) code	77	Enter QUP or leave blank. See vol 1, part 1, chap 7, atch 7D9.
Budget code	78	Enter budget code. See vol 1, part 4, chap 1, atch 42.
Blank	79	Leave blank.
Change code	80	Enter "N" - New record establish transaction. "C" - Change SCD of "ZAA" record.

4.21. Release Of Requisitions Held For Lack Of Funds (Nonprime) (3F).

4.21.1. When funds are not available to refer requisitions to the source of supply, a funds check is file maintained in the system control card of the special support SC&D system. when funds become available (but not enough to allow deletion of the funds check) IMs may release individual requisitions as outlined in chapter 3, or may release groups of requisitions by file maintenance action. The file maintenance action will be effective for one cycle's processing only within the special support SC&D system.

4.21.2. Elements of data required to release groups of requisitions that have been held for lack of funds are as follows:

Element of Data	**Card Cols**	**Description of Data**
Document identifier	1-2	Enter "ZF."
Blank	3	Leave blank.
Routing identifier	4-6	Enter the 3-digit SM routing identifier code as listed vol 1, part 4, chap 1, atch 3.
Blank	7-40	Leave blank.
Miscellaneous	41-48	Enter one of the following:
		1. If all priorities for a given SRAN are to be released, enter 75 in cols 41-42 and the applicable SRAN such as FB4624 in cols 43-48.
		2. If priority designators 01-08 for a given SRAN are to be released, enter 76 in cols 41-42 and the applicable SRAN in cols 43-48.
		3. If priority designators 01-03 for a given SRAN are to be released, enter 91 in cols 41-42 and the applicable SRAN in cols 43-48.

		4. If all priorities for all SRANs are to be released, enter 75 in cols 41-42 and leave cols 43-48 blank.
		5. If priority designators 01-08 for all SRANs are to be released, enter 76 in cols 41-42 and leave cols 43-48 blank.
		6. If priority designators 01-03 for all SRANs are to be released, enter 91 in cols 41-42 and leave cols 43-48 blank.
Blank	49-66	Leave blank.
SDC	67-68	Enter the applicable SDC.
MDC	69-70	Enter the applicable MDC.
Action code	71-72	Enter "3F."
Blank	73	Leave blank.
Originating activity	74-80	Enter the office symbol of the originator. Begin in col 74 and fill to the right.

4.22. SMCA Indicator File Maintenance (Prime) (3S).

4.22.1. An SM item indicator must be maintained in the D034A system to identify SM items for special processing. Refer below for the format to file maintain transactions. This indicator will be recorded on both document control and main balance master record and will appear on interrogations and Master Record Printout. A SMSCA item microfiche is furnished by Army armament materiel readiness command (ARRCOM).

4.22.2. During the monthly reconciliation, adjustments up to the dollar value indicated on the chart below will be automatically processed.

Code	$ Value
X	$ 5,000
Y	$ 1,000
Z	$10,000

Elements of data required to establish the SMCA indicator are as follows:

Element of Data	Card Cols	Description of Data
Document identifier	1-2	Enter "ZF."
Blank	3	Leave blank.
Routing identifier	4-6	Enter "FG5."

Blank	7	Leave blank.
Stock number	8-22	Enter NSN
Blank	23-39	Leave blank.
SM indicator	40	Enter "X," "Y," or "Z" or leave blank to delete SM indicator.
Type	41	Enter "A."
Blank	42-66	Blank.
System designator code	67-68	Enter "58."
Manager designator code	69-70	Enter manager designator code.
Action code	71-72	Enter "3S."
Blank	73	Leave blank.
Organization	74-79	Enter MMWD_.
Blank	80	Leave blank.

4.23. Support Equipment Code Add/Delete (Prime/Non-Prime Items) (3A)

4.23.1. The support equipment item code is utilized in the master record to identify SE coded items. when this code is added or deleted on any item in an I&S group, the computer will automatically add or delete the code on all items in the entire group. Elements of data required for this transaction are as follows:

Element of Data	Card Cols	Description of Data
Document identifier	1-2	Enter "ZF."
Blank	3	Leave blank.
Routing identifier	4-6	Enter the 3-digit SM routing identifier code as listed in vol 1, part 4, chap 1, atch 3.
Blank	7	Leave blank.
Stock number	8-22	Enter the S/N for which the code is being added or deleted.
Blank	23-40	Leave blank.
Support equipment code	41	Enter "P" if the code is being added. Leave blank if code is being deleted.

Blank	42-66	Leave blank.
SDC	67-68	Enter the applicable SDC.
MDC	69-70	Enter the applicable MDC.
Action Code	71-72	Enter "3A."
Blank	73	Leave blank.
Originating activity	74-80	Enter the office symbol of the originator. Begin in col 74 and fill to the right.

4.24. Unit Price Addition/Change (Prime/Non-Prime) (ZAB).

4.24.1. This transaction may be used to establish or change the unit price of a base procurement type item: such as LP-COM LP-GSA, or LM on the master record. AF Form 1530 will be utilized for this file maintenance transaction.

Note: Prime Only-The only costs that may be changed with a "ZAB" are on local purchase and local manufacture items. Elements of data required for this transaction are as follows:

Element of Data	Card Cols	Description of Data
Document identifier	1-3	Enter "ZAB."
Routing identifier	4-6	1. Enter "F" in col 4.
		2. Enter SDC of the appropriate weapon in cols 5-6.
		3. Enter FG5 for prime items.
Blank	7-13	Leave blank.
Stock number	14-28	Enter the appropriate S/N.
Blank	29-30	Leave blank.
MDC	331-32	Enter the applicable MDC that is currently on the master record.
Blank	33-69	Leave blank.
Unit cost decimal indicator	70	Enter decimal locator in col 70 (para 14).
Unit Cost	71-77	Enter unit price in cols 71-77. The last digit of the unit price will appear in col 77. Prefix with zeros.
Blank	78-80	Leave blank.

4.25. War Reserve Materiel Code Add/Delete (2D).

4.25.1. This transaction is used to identify items as WRM on the master balance file. Elements of data required for this transaction are as follows:

Element of Data	Card Cols	Description of Data
Document identifier	1-2	Enter "ZF."
Blank	3	Leave blank.
Routing identifier	4-6	Enter the 3-digit SM routing identifier code as listed in col I, part 4, chap 1, atch 3.
Blank	7	Leave blank.
Stock number	8-22	Enter the S/N to which the code is being added or deleted.
Blank	23-40	Leave blank.
WRM code	41	Enter "W" if code is being added. Leave blank if code is being deleted.
Blank	42-66	Leave blank.
SDC	67-68	Enter the applicable SDC.
MDC	69-70	Enter the applicable MDC.
Action code	71-72	Enter "2D."
Blank	73	Leave blank.
Originating activity	74-80	Enter the office symbol of the originator. Begin in col 74 and fill to the right.

4.25.2. This file maintenance will cause the WRM code to be entered against individual stock numbers. Each member of an I&S group must be file maintained where appropriate.

4.26. Ammunition Workload Forecast-Stock List Change (Prime).

4.26.1. This transaction changes the NSN in the workload forecast master record at 00/ALC. This action will be initiated by the IM prior to the quarterly updates. These transactions will be accumulated by the IM monitor, keypunched, and delivered to data automation at least two weeks prior to the scheduled forecast run.

4.26.2. Elements of data necessary to accomplish the stock list change are as follows:

Element of Data	Card Cols	Description of Data
Document identifier	1-2	Enter "ZF."
Blank	3	Leave blank.
Routing identifier	4-6	Enter "FG5."
Blank	7-11	Leave blank.
Old stock number	12-26	Enter the NSN appearing on forecast master record.
Blank	27-31	Leave blank.

New stock number	32-46	Enter new preferred NSN.
Blank	47-68	Leave blank.
MDC	69-70	Enter MDC.
Type of record	71-73	Enter "SLC."
Blank	74-80	Leave blank.

4.27. Ammunition Workload Forecast - Basic Data Add Or Change (Prime).

4.27.1. This transaction will be initiated when a new NSN is to be added to the workload forecast master record at 00/ALC or when the ton factor, square foot factor, MDC type munitions and storage code, or noun are to be changed. All data fields must be completed when adding a new NSN. These transactions will be accumulated by the IM monitor, keypunched and the cards delivered to data automation at least 24 hours prior to the scheduled forecast run. This record must be present before beginning inventory or forecast data can be input; although, they may go in together on the same cycle.

4.27.2. Elements of data required to add or change basic data on the workload forecast master record are as follows:

Element of Data	Card Cols	Description of Data
Document Identifier	1-2	Enter "ZF."
Blank	3	Leave blank.
Routing identifier	4-6	Enter "FG5."
Blank	7-11	Leave blank.
Stock number	12-26	Enter preferred NSN only. If data change, enter NSN appearing on master record.
Blank	27	Leave blank.
Ton factor	28-35	Enter ton factor to add or change, otherwise leave blank. Ton factor consists of one whole number and seven decimal places.
Blank	36	Leave blank.
Square foot factor	37-39	Enter square foot factor to add or change, otherwise leave blank.
MDC	40-41	Enter MDC of person managing item.
Type of munitions and storage code	42	Enter type munitions and storage code to add or change, otherwise leave blank.
Blank	43	Leave blank.
Noun	44-63	Enter noun to add or change, otherwise leave blank.

Blank	64-68	Leave blank.
MDC	69-70	Enter MDC of person preparing input.
Type of action	71-73	Enter ADD when adding a new NSN. Enter CHG when changing the basic data.
Type of record	74	Enter "1."
Blank	75-80	Leave blank.

4.28. Ammunition Workload Forecast - Changing Beginning Inventory Or Forecast Quantity (Prime).

4.28.1. This transaction will be initiated to change beginning inventories and forecasted quantities on the workload forecast master record. These transactions will be accumulated by the IM monitor, keypunched, and the cards delivered to data automation at least 24 hours prior to the scheduled forecast run.

4.28.2. Elements of data required to change the beginning inventories and forecasted quantities on the master record are as follows:

Element of Data	Card Cols	Description of Data
Document identifier	1-2	Enter "ZF."
Blank	3	Leave blank.
Routing identifier	4-6	Enter "FG5."
Blank	7-11	Leave blank.
Stock number	12-26	Enter NSN appearing on master record.
Blank	27	Leave blank.
Section (old)	28	Enter section (A or C) of data being changed.
Site (old)	29-31	Enter site of data being changed.
Date (old)	32-34	Enter forecast period of data being changed.
Element data number (EDN) (old)	35-37	Enter old EDN.
Blank	38-47	Leave blank.
Section (new)	48	Enter new section if being changed, otherwise leave blank.
Site (new)	49-51	Enter new site if being changed, otherwise leave blank.
Date (new)	52-54	Enter new date if being changed, otherwise leave blank.
EDN (new)	55-57	Enter new EDN if being changed, otherwise leave

		blank.
Blank	58	Leave blank.
Beginning inventory forecast quantity	59-66	Enter new quantity.
Blank	67-68	Leave blank.
MDC	69-70	Enter MDC.
Type of action	71-73	Enter "CHG."
Type of record	74	Enter "2" if changing beginning inventory. Enter "3" if changing EDN.
Blank	75-80	Leave blank.

4.29. Ammunition Workload Forecast - Adding Beginning Inventory/Forecast Quantity (Prime).

4.29.1. This transaction will be initiated to add beginning inventories and forecast quantities to the workload forecast master record. These transactions will be accumulated by the IM monitor, keypunched, and the cards delivered to data automation at least 24 hours prior to the scheduled forecast time.

4.29.2. Elements of data required to add the beginning inventories and forecasted quantities on the forecast master record are as follows:

Element of Data	Card Cols	Description of Data
Document identifier	1-2	Enter "ZF."
Blank	3	Leave blank.
Routing identifier	4-6	Enter "FG5."
Blank	7-11	Leave blank.
Stock number	12-26	Enter NSN appearing on master record.
Blank	27	Leave blank.
Section	28	Enter section (A or C) of data being added.
Site	29-31	Enter site of data being added.
Date	32-34	Enter forecast period of data being added.
EDN	35-37	Enter EDN.
Blank	38	Leave blank.
Beginning inventory forecast quantity	39-46	Enter beginning/inventory/forecast quantity.
Blank	47	Leave blank.
MDC	48-49	Enter the MDC of the IM responsible for the

		item.
Blank	50-68	Leave blank.
MDC	69-70	Enter MDC of the person preparing the report.
Type of action	71-73	Enter ADD.
Type of record	74	Enter "2" if adding beginning inventory. Enter "3" if adding forecast.
Blank	75-80	Leave blank.

4.30. Ammunition Workload Forecast-Master Record Deletion (Prime).

4.30.1. This transaction will be initiated to delete data on the workload forecast master record. These transactions will be accumulated by the IM monitor, keypunched, and the cards delivered to data automation at least 24 hours prior to the scheduled forecast run.

4.30.2. Elements of data required to delete data on the forecast master record are as follows:

Element of Data	Card Cols	Description of Data
Document identifier	1-2	Enter "ZF."
Blank	3	Leave blank.
Routing identifier	4-6	Enter "FG5."
Blank	7-11	Leave blank.
Stock number	12-26	Enter NSN from master record.
Blank	27	Leave blank.
Section	28	Enter section (A or C) of data being deleted. Leave blank if deleting entire record.
Site	29-31	Enter appropriate site being deleted. Leave blank if deleting entire record.
Date	32-34	Enter forecast data being deleted. Leave blank if deleting entire record.
EDN	35-37	Enter EDN if deleting forecast record. Leave blank if deleting beginning inventory or entire record.
Blank	38-68	Leave blank.
MDC	69-70	Enter the MDC of person preparing input.
Type of action	71-73	Enter "DEL."

Type of record	74	Enter "1" if deleting entire record. Enter "2" if deleting beginning inventory. Enter "3" if deleting forecast EDN quantity.
Blank	75-80	Leave blank.

4.31. Manager Designator Code Change -Nonprime (2Y).

4.31.1. This transaction will be used to add/change manager designator codes on collocated prime items used in a nonprime aggregation account. For example, if a MMC/BF NSN master record is created in a nonprime aggregation account at OO-ALC, this file maintenance will be used to record the SM manager designator code in the D034A system only, and not change the prime item manager designator code in AFRAMS.

4.31.2. Elements of data required for this transaction are as follows:

Element of Data	Card Cols	Description of Data
Document identifier	1-2	Enter "ZF."
Blank	3	Leave blank.
Routing identifier	4-6	Enter routing identifier of nonprime account.
Blank	7	Leave blank.
Stock number	8-22	Enter stock number.
New manager designator	41-42	Enter the new manager designator code.
Blank	43-66	Leave blank.
System designator code	67-68	Enter the system designator code.
Old manager designator code	69-70	Enter old manager designator code.
Action code	71-72	Enter "2Y."
Blank	73	Leave blank.
Originating activity	74-80	Enter the office symbol of the originator. Begin in col 74 and fill to the right.

4.32. Document Control Variable (Add, Change, Delete).

4.32.1. This transaction will be used to add/change/delete a variable in the document control file. Elements of data required for this transaction are as follows: Fields to be blanked out should be asterisk filled if indicated by * prior to element of data.

4.32.1.1. Add card format:

Element of Data	Card Cols	Description of Data
* Document	1-3	Enter "ZFV."

Element of Data	Card Cols	Description of Data
identifier		
* Routing identifier	4-6	Enter the 3-digit SPM routing identifier code as listed in vol 1, pt 4, chap 1, atch 3.
Action code	7	Enter "A" for action code "add."
Stock number	8-22	Enter the stock number.
*Unit of issue	23-24	Enter appropriate unit of issue.
*Quantity	25-29	Enter the quantity.
*Document number	30-43	Enter applicable document number.
*Suffix	44	Enter suffix if required or leave blank.
*Follow-ups	45	Enter number of follow-ups as indicated on the document control interrogation.
Quantity	46-50	Open quantity if "CA," "AA," or "BA" variable, or leave blank.
*Variable sequence	51-52	Enter variable sequence as reflected on "U5D" interrogation. If using remote interrogation terminals, the variable sequence is represented by the first two alphas positioned after the Julian date.
*Variable sequence	53-54	Enter variable action as reflected on the "U5D" interrogations. If using remote interrogation terminals, the variable action is located in positions 3 and 4.
*Original action	55-56	Enter the original action as reflected on the "U5D" interrogation. If using remote interrogation terminals, the original action is located in positions 5 and 6.
Denial code	57	Enter denial code or leave blank.
O/P	58	Enter ownership/purpose or leave blank.
Condition code	59	Enter condition code or leave blank.
*SDC	60-61	Enter system designator code.
TCN	62-80	Enter "TCN" if variable is "AB," "BB," "ZP," "ZK," or "CD."

4.32.1.2. Delete card format:

Element of Data	Card Cols	Description of Data
*Document identifier	1-3	Enter "ZFV."

Element of Data	Card Cols	Description of Data
*Routing identifier	4-6	Enter the 3-digit routing identifier.
Action code	7	Enter D for delete.
Blank	8-24	Leave blank.
*Quantity	25-29	Enter the quantity.
*Document number	30-43	Enter applicable document number.
*Suffix	44	Enter suffix.
Blank	45-50	Leave blank.
*Variable sequence	51-52	See add format.
*Variable action	53-54	See add format.
Blank	55-59	Leave blank.
*SDC	60-61	Enter system designator code.
Blank	62-80	Leave blank.

4.32.1.3. Change card format:

Element of Data	Card Cols	Description of Data
*Document identifier	1-3	Enter "ZFV."
*Routing identifier	4-6	Enter the 3-digit routing identifier.
Action code	7	Enter C for delete.
Blank or new NSN	8-22	Leave blank or enter new NSN.
Blank or new U/I	23-24	Leave blank or enter new unit of issue.
*Quantity	25-29	Enter the quantity.
*Document number	30-43	Enter applicable document number.
*Suffix	44	Enter suffix.
Blank or X	45	Blank if open variable; X if closed variable.
*Quantity	46-50	New open quantity.
*Variable action	53-54	Enter the variable action as reflected on the "U5D" interrogation. If using remote interrogation terminals, the variable action is located in positions 3 and 5.
Original action	55-56	Enter the new original action or leave blank.
Denial code	57	Enter the new denial code or leave blank.
O/P code	58	Enter the new ownership/purpose code or leave

		blank.
Condition code	59	Enter the new condition code or leave blank.
*SDC	60-61	Enter the system designator code.
TCN or blank (dual field)	62-80	New "TCN" if variable sequence is "AB," "BB," "CD," "ZP," or "ZK."
Site	62-64	Enter new site.
Suffix	65	Enter new suffix.
Variable sequence	66-67	Enter new variable sequence.
Variable action	68-69	Enter new variable action.
Quantity	70-74	Enter new quantity.
Blank	75-80	Can be blank.

Attachment 4A1

ACTION CODES

Codes	Explanation
1C	Back order cancellation by SRAN, AFSD or project code.
1CA	Mass cancellation
1R	Add incomplete data to master record (prime or nonprime).
1TC/1TE/1TF	Document control cancellation.
2A	Manager review code.
2B	Support item code.
2D	War reserve material code.
2F	Ammunition item control code.
2G	Authorized requisitioner SRAN.
2J	Controlled item code.
2S	Requisitioning objective/percentage update, levels/prime site update.
2Y	Management designator code (MDC) change (nonprime)).
3A	Support equipment.
3B	Controlled mission equipment.
3D	Depot overhaul/insurance code.
3F	Release of requisition for lack of funds.
3K	Master record deletion.
3L	Do not substitute code.
3M	Do not reorder code.
3N	Do not refer code.
3S	SMCA indicator.